

# HUMAN RESOURCE COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

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Date: Tuesday, June 28, 2022 @ 9:00 AM

Location: **Supervisors' Chambers, 2<sup>nd</sup> floor of the government center & Zoom Conference Call.**

Present: **King, Becker**, Kehl, Grant, Roche, Granger, Leuer

Absent: McCormick, Jacoby

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; J. Wilkinson/Co. Atty.; B. Ryan/Board Chair (9:02 AM); J. Davis, T/Covington (9:04 AM); A. D. Berwanger, T/Arcade (9:06 AM); E. J. Gozelski, T/Castile (9:08 AM)

Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:00 AM Board of Elections w/J. Schlick &amp; H. Bush</b>			
<i>At 9:02 AM Chairwoman Ryan, T/Warsaw entered the meeting during the below agenda item.</i>			
<i>At 9:04 AM Supervisor Davis, T/Covington entered the meeting during the below agenda item.</i>			
<p>1. <b>Position Fill:</b></p> <p style="text-align: center;"><b>Board of Elections</b></p> <p>One position of <b>Deputy Commissioner</b>, position code 002.502, hourly rate of \$23.70 (salary equivalent of \$43,126) on Schedule S to replace Joanna Bush, who resigned. <b>Position available date: July 6, 2022</b></p>		<p>Motion: Becker Ayes: 7 Noes: Absent: 2 McCormick; Jacoby</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>FINANCE</b></p>
<i>At 9:06 AM Supervisor Berwanger, T/Arcade entered the meeting during the below agenda item.</i>			
<p>2. <b>Position Fill:</b></p> <p style="text-align: center;"><b>Board of Elections</b></p> <p>One position of <b>Election Clerk</b> (per diem), position code 018.621, hourly rate of \$20.00 on Schedule S to replace Jeanne Williams, who resigned. <b>Position available date: July 6, 2022</b></p>	<p><b>Emergency fill approved by Chairwoman Ryan on 6/15/22.</b></p>	<p>Motion: Grant Ayes: 7 Noes: Absent: 2 McCormick; Jacoby</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>FINANCE</b></p>

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Absent: McCormick, Jacoby

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Department Agenda Item	Discussion	Decision	Action
<b>9:15 AM County Attorney w/J. Wilkinson</b>			
<i>At 9:08 AM Supervisor Gozelski, T/Castile entered the meeting during the below agenda item.</i>			
1. <b>Amend Resolution 22-312</b> contract with Thomson Reuters to reduce monthly rates and reflect start date of 6/1/2022 with a 2 month bridge amount of current rate of \$465.27/month beginning on 6/1/2022; 8/1/2022 – 7/31/2023 in the amount of \$597.26/month; (\$7,167.12/year); with a 3% increase the second year (8/1/2023-7/31/2024) (\$615.19/month; \$7,382.28/year) and 3% increase the third year (8/1/2024-7/31/2025) (\$633.65/month; \$7,603.80/year). <b>(MUNIS CONTRACT 470)</b>	<i>Contract Change Order needs to be entered into MUNIS.</i>	Motion: Leuer Ayes: 7 Noes: Absent: 2 McCormick; Jacoby	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
2. <b>Appropriation:</b> <i>Assigned Counsel</i> To: 011421.542315 Criminal Court \$20,000.00 <i>w/any funds available increased by same</i> Reason: Appropriate money to pay State mandated attorney vouchers.	<i>There has been an increased number of vouchers being received as courts are becoming more active post-COVID. It is unknown when cases are completed and when vouchers will be received.</i>	Motion: Kehl Ayes: 7 Noes: Absent: 2 McCormick; Jacoby	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>
3. <b>FYI:</b> • Wyoming County Department of Social Services Resource Recovery from Estate ○ Asst. Co. Atty. (1 <sup>st</sup> ) Degnan collected \$16K, which more than covers his stipend.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: \_\_\_\_\_

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Department Agenda Item	Discussion	Decision	Action
<b>4. FYI:</b> <ul style="list-style-type: none"> <li>Proposed change to Family Court Rules re. the involvement of attorneys in CPS investigations—both those who would be representing the parents and those representing CPS—may delay the swift investigation of CPS referrals. Additionally, the rules have cost implications for counties.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:30 AM Historian w/C. Amrhein</b>			
<b>1. Appropriation</b> To: 017510.542306 Other \$1,140.00 w/01751000.412890 other gen income - Events \$1,140.00 <b>Reason:</b> To run summer history program.		Motion: Granger Ayes: 7 Noes: Absent: 2 McCormick; Jacoby	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>
<b>2. The History of Wyoming County Book</b> available in hard copy - \$90.00: <ul style="list-style-type: none"> <li>Historian Amrhein autographed the Town of Middlebury's copy, which they plan to donate to the library in Wyoming as a desk reference for library staff.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<b>9:45 AM Human Resource w/D. Farberman</b>			
<p><b>1. EBF Member Plus Vision Plan Contract:</b>                      Authorize Chairperson to sign a 4-year contract renewal for the CSEA Vision Plan with CSEA Employee Benefit Fund, one Lear Jet Lane, Suite one, Latham NY 12110-2395 to administer the EBF Member Plus Vision Plan to all Wyoming County employees, at no cost to the county, effective January 1, 2021 through December 31, 2024 in amounts as follows:  <b>EBF Member Plus Vision Plan ~ Single Coverage:</b></p> <ul style="list-style-type: none"> <li>• January 1, 2021 through December 31, 2024 - \$10.20 per month</li> </ul> <p><b>EBF Member Plus Vision Plan ~ Two Person Coverage:</b></p> <ul style="list-style-type: none"> <li>• January 1, 2021 through December 31, 2024 - \$20.40 per month</li> </ul> <p><b>EBF Member Plus Vision Plan ~ Family Coverage:</b></p> <ul style="list-style-type: none"> <li>• January 31, 2021 through December 31, 2024 - \$31.62 per month</li> </ul>		<p>Motion: Leuer                      Ayes: 7                      Noes:                      Absent: 2 McCormick;                      Jacoby</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p>
			<b>*RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action
<p>2. <b><u>FYI (Amended from 06/07/22 Finance Committee):</u></b>  <b><u>Interdepartmental Contract (Revenue):\$3,001 or greater:</u></b>                      Amend approval with <b>WYOMING COUNTY COMMUNITY HEALTH SYSTEM</b>, 400 North Main Street, Warsaw, NY 14569, related to a 1-year interdepartmental cooperation agreement renewal for shared services provided by Human Resources, not to exceed \$425,375 [\$415,000 in 2021, \$406,000 in 2020, \$390,000 in 2019, \$325,000 in 2018, \$250,000 in 2017, 2016, 2015, 2014, 2013, 2012] effective 04/01/2022 – 12/31/2022, as follows:</p> <ul style="list-style-type: none"> <li>Increase the not to exceed amount from \$425,375 to an amount <b>not to exceed \$500,000 for the period 06/01/2022 – 012/31/2022.</b></li> </ul>	<p>Committee 02/01/2022</p> <p>This item was approved by the BOM on 05/24/2022, since that time we received notification by Budget Officer Cook, that the period should be 04/01/2022 – 12/31/2022. This item will be coming back to committee at the July 05, 2022 Finance Committee meeting as it will be amended again at the BOM meeting on 06/28/2022 first.</p>	<p>Motion: Grant                      Ayes: 7                      Noes:                      Absent: 2 McCormick;                      Jacoby</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>APPROVED</b></p>
<p>3. <b><u>Request for Tuition Reimbursement</u></b> for Tammy Stachowiak, HR Assistant III per the Salary Schedule S Handbook up to 50% of tuition and fees with an annual cap of \$2,500 toward a B. S. in Business Management and Economics at SUNY Empire State College.</p>	<p><b>Tammy will be enrolled in Fall 2022 classes.</b></p>	<p>Motion: Leuer                      Ayes: 7                      Noes:                      Absent: 2 McCormick;                      Jacoby</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>APPROVED</b></p>
<p>4. <b><u>Discussion Items:</u></b></p> <ul style="list-style-type: none"> <li><b><u>EAP Usage Report</u></b></li> <li>HR/Payroll Munis update                             <ul style="list-style-type: none"> <li><b><i>Continue to move forward with a pretty formidable result on county side. Nothing w/ WCCH yet</i></b></li> </ul> </li> </ul>		<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>

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<b>Civil Service w/D. Farberman</b>			
5. <a href="#"><u>Civil Service update for June 2022</u></a>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>County Clerk w/R. Pierce</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>DMV w/R. Pierce</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Records Retention w/G. Royce</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<b>9:15 AM County Attorney w/J. Wilkinson continued</b>			
<i>The committee entered into a discussion with the attorney over legal matters, a privileged attorney / client discussion pursuant to §4503 of the Civil Practice Law and Rules...</i>			
5. <i>General/Litigation Update</i> • Sheriff Rudolph was present for this discussion. Undersheriff Linder entered the discussion at 9:54 AM.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

**Signature of Committee Chairman: p/S. King (minutes prepared by C. Ketchum).**

Next Human Resource Committee Meeting scheduled for **Tuesday, July 26, 2022 @ 9:00 AM.**